



Town of Nutter Fort Council Meeting July 14, 2026 – 6:30pm

Called to order at 6:31 p.m. by Mayor Rezin Hudkins

Attendance – Mayor Rezin Hudkins, Councilor Rick Lafferty, Councilor Sam Maxson, Councilor Karen Phillips, Councilor Charlene Louk, Councilor Shawn Spurlock, Recorder Natalie Haddix

Department Heads – Treasurer Leslie Cummings, Police Chief R.A. Titchenal, Fire Chief Jeremy Haddix, EMS Supervisor Nathan Rohrbough, PT Code Enforcement Officer Robert Leonard

Guests – Cynthia Lafferty, Jennifer Robinson, Mark Hays, Shirley Sheets, Kathy Powell, Patty Saunders

Public Comment:

- Patty Saunders, representative of Hero's Haven, a non-profit working with law enforcement and child protective services. The organization celebrated 20 years in Harrison County last year. The organization covers Harrison, Doddridge, Taylor, and Barbour counties. She expressed her appreciation for law enforcement's collaboration and has been attending various county meetings to invite local, state, and federal representatives to the organization's upcoming event. Hero's Haven will be hosting an open house and grand opening on August 19, 2026, from 10:00am to 2:00pm.
- Resident Shirley Sheets asked if there would be an upcoming 12% rate increase because of the water replacement project on Nutter Run. Mayor Hudkins noted that the Nutter Run project was already funded and would not create a future increase as a result.

Minutes:

- *Approval of minutes:* Minutes for the 6/23/2026 Council Meeting were approved by unanimous vote after a motion was made by Charlene Louk to approve the minutes and seconded by Karen Phillips.

Department Reports:

- **Treasurer's Report:**
 - Nutter Fort Fire Fees have been mailed for the FY2026/2027 year.
 - Traffic Advisory meeting 7/16/2026 at 2:00pm
 - Nutter Fort Halloween Fall Festival meeting 7/15/2026 at 1:30pm
 - Ongoing collaboration with our accounting software to enable credit cards on a couple of additional entities (EMS, Nutter Fort Fire Fees).
 - Water line replacement project is scheduled to begin on Thursday, 7/16/2026 on Nutter Run Road
 - All rights-of-way have been obtained for Phase II of the AML/AMD project. Project will be going out to bid very soon.
 - 90% of the tri-annual lead & copper water sampling was completed today. One additional sample is needed and will be completed after approval of the alternate site.
- **Chief of Police Report:**
 - Working on getting gear & equipment up to speed.
 - 51 calls for service were handled since the last council meeting.
 - Physical Agility test will be 7/25/2026 at 9am at Robert C. Byrd High School, with the written examination being held at the Nutter Fort Fire Department at 1pm. Applicant packets due 7/22/2026 by 4pm.
- **Fire Chief Report:**
 - Busy July 4th holiday in terms of calls.
 - All annual testing has been completed for the year, with the exception of pump testing, which is slated for October.

- WV State Fire Marshal's Office finalized their five-year evaluation, and the department achieved 100% compliance
- EMS/Ambulance Report:
 - Staffing has been altered to move more full-time employees to day shift.
 - The department has seen an increase in the amount of non-emergency transports.
 - One of the new ambulances had to be towed. Repairs covered under warranty and the apparatus is back in service.
- Public Works Supervisor Report (via written report):
 - Nutter Run project started yesterday and the work for the tie in on Nutter Run starts on Thursday.
- Engineering Report:
 - None
- Code Enforcement Report:
 - A residential violation was discussed. The violation has since been rectified. The property is being offered for potential purchase by a neighbor, and, if that doesn't go through, will be offered to another local entity.

Approval of Accounts Payable:

- Accounts payable items were reviewed and discussed. Items were approved by unanimous vote after a motion by Charlene Louk, seconded by Sam Maxson.

Unfinished Business:

- None

New Business:

- a. **Consideration of FY 2026/2027 General Budget Revision #1** – Revision presented to council within their packet prior to the meeting. Charlene Louk *moved to accept the 2026/2027 General Budget Revision #1*, seconded by Karen Phillips. A roll call was performed:

- Councilor Rick Lafferty – Yes
- Councilor Karen Phillips – Second
- Councilor Charlene Louk – Mover
- Councilor Sam Maxson – Yes
- Recorder Natalie Haddix - Yes
- Councilor Shawn Spurlock – Yes

Motion to approve the 2026/2027 General Budget Revision passed unanimously.

- b. **Consideration of FY 2026/2027 Coal Severance Budget Revision #1** – Revision presented to council within their packet prior to the meeting. Sam Maxson *moved to accept the 2026/2027 Coal Severance Budget Revision #1*, seconded by Rick Lafferty. A roll call was performed:

- Councilor Rick Lafferty – Second
- Councilor Karen Phillips – Yes
- Councilor Charlene Louk – Yes
- Councilor Sam Maxson – Mover
- Recorder Natalie Haddix - Yes
- Councilor Shawn Spurlock – Yes

Motion to approve the 2026/2027 Coal Severance Budget Revision passed unanimously.

- c. **Consideration of Central West Virginia Soccer Association 5K Fundraiser** – The organization reached out to Mayor Hudkins requesting assistance with their upcoming 5K Fundraiser scheduled for Saturday, October 3, 2026. They would like to use the same route that the Blackberry Festival previously used for their 5K event. The event would create a traffic disruption in the town for approximately 1-2 hours,

like the Blackberry Festival's 5K event in the past. Requesting personnel to assist with the event to include Police, Fire, and EMS. Sam Maxson *moved to offer assistance from the Town of Nutter Fort to help the Central West Virginia Soccer Association with their 5K Fundraising Event*, seconded by Karen Phillips. A roll call was performed:

- Councilor Rick Lafferty – Yes
- Councilor Karen Phillips – Second
- Councilor Charlene Louk – Yes
- Councilor Sam Maxson – Mover
- Recorder Natalie Haddix - Yes
- Councilor Shawn Spurlock – Yes

Motion to offer the Town of Nutter Fort's assistance with the Central West Virginia Soccer Association's 5K Fundraising Event passed unanimously.

- d. **Consideration of Board/Commission Appointments Effective 7/1/2026** – A list of the Board/Commissions Appointments/Reappointments was provided to council within their packet. All individuals were contacted to confirm acceptance of appointment/re-appointment. The list is as follows:

Individual	Board	Expiration
Mike Jones	Board of Appeals	6/30/2026
Norval Lawrence	Board of Appeals	6/30/2028
Shirley Sheets	Building Commission	6/30/2031
Whitney Eagle	Library Board Commission	6/30/2031
Dave Nuzum	Planning Commission	6/30/2029
John Robinson	Sanitary Board	6/30/2029
Robert Titchenal	Traffic Advisory Committee	6/30/2028
Travis Yost	Traffic Advisory Committee	6/30/2029
Raetta Allen	Urban Renewal Authority	6/30/2031
William Williams	Zoning Board of Appeals	6/30/2031

Rick Lafferty *moved to accept the Board/Commission Appointments as listed*, seconded by Charlene Louk. A roll call was performed:

- Councilor Rick Lafferty – Mover
- Councilor Karen Phillips – Yes
- Councilor Charlene Louk – Second
- Councilor Sam Maxson – Yes
- Recorder Natalie Haddix - Yes
- Councilor Shawn Spurlock – Yes

Motion to accept the Board/Commission Appointments as listed passed unanimously.

- e. **Consideration of Ordinance 2026-04 – An Ordinance Amending Article 157.30 Employee Leave Donation Policy – 1st Reading** – A leave policy was accepted and amended in December 2025, but it lacked a policy for leave donation. Charlene and Rick worked to create the Employee Leave Donation policy for consideration. A draft of the ordinance was included in council's packet. Motion to accept Ordinance 2026-04 – An Ordinance Amending Article 157.30 Employee Leave Donation Policy passed unanimously on the first reading after a motion made by Charlene Louk, with a second by Rick Lafferty. A roll call was performed:

- Councilor Rick Lafferty – Second
- Councilor Karen Phillips – Yes
- Councilor Charlene Louk – Mover
- Councilor Sam Maxson – Yes
- Recorder Natalie Haddix - Yes
- Councilor Shawn Spurlock – Yes

Motion to accept Ordinance 2026-04 – An Ordinance Amending Article 157.30 Employee Leave Donation Policy passed unanimously on its first reading.

f. Consideration of Personnel Matters – Executive Session Anticipated - Due to the nature of agenda item f under New Business, pursuant to Chapter 6, Article 9A, Section 4 of the West Virginia Code, Charlene Louk moved that Council adjourn into Executive Session to discuss personnel matters. Session to include members of Council and the Police Chief.

- This motion was seconded by Sam Maxson, with the motion passing unanimously. Executive session was entered into at 6:51p.m.
- Natalie Haddix moved to end the executive session and resumed the regularly scheduled council meeting with a second Charlene Louk. Motion passed unanimously and executive session was terminated at 7:30p.m. and council chambers were reopened to the public.

g. If Matters Arise: Enter into Executive Session to discuss matters relating to personnel matters, the sale, lease or purchase of real property, economic development issues to disclose competitive issues, to confer with legal counsel regarding matters that which, if made public, would be detrimental to the interest of the Town and for any other lawful purpose. ****Executive Session details noted in Agenda Item F.**

Council Comments:

- Feedback was provided regarding the American flags displayed along Buckhannon Pike prior to the July 4th holiday. Numerous residents have expressed positive comments about the addition of the flags. Permanent mounting brackets have been installed on the utility poles to allow for future flag displays.

The meeting adjourned by acclamation at 7:33 p.m.

Natalie K. Haddix, Recorder

Rezin D. Hudkins, IV, Mayor